



U.S. Forest Service-Region 5

Mendocino National Forest

2017 Centralized Permanent Fire Hire

The Mendocino National Forest, Berryessa Snow Mountain National Monument (BSMNM) is looking for a committed, hardworking, highly skilled workforce to manage wildfires. The Fire and Aviation Management program is very rewarding and requires talented and skilled people working safely as part of a team in a variety of specialized positions; including 11-Engine crews, 4-Watertenders, 1- Emergency Dispatch Center, 1-Dozer, 2-District Fuels Programs, 2-Type 1 Hotshot crews, and 4-Fire Prevention Technicians.

The Region 5 Fire Hire program has been implemented to streamline the hiring process for permanent fire positions and provide consistent hiring throughout the Region. This hiring process assists the National Forests in the Pacific Southwest Region (Region 5) to fill vacancies in an efficient and timely manner. The unique feature of Fire Hire is the ability to immediately backfill positions that have been vacated.

It is important for applicants to understand that although a current position/ location may not be vacant, it could become vacant and filled during the selection period. Interested individuals should apply to ALL positions and duty stations for which you would accept a job offer, whether or not the positions are currently vacant. Selecting the desired duty station during the online application process is important.

Applicants eligible under the Land Management Workforce Flexibility Act (LMWFA) must submit documentation of more than 24 months of service with their application. "Required documentation" includes first and last SF-50 for each appointment AND documentation of successful performance for each appointment. (See page 7 for additional details)

The following positions are currently vacant: When applying to these announcements, please apply to the specific location(s) being offered. Apply for all fire vacancies and other on <https://www.usajobs.gov/>.

APPLICATION PERIOD FOR THE FOLLOWING POSITIONS: February 13- February 22, 2017

Currently Available Positions	Announcement Number	Apply To
Assistant District Fire Management Officer (Suppression) GS-0462-08/09 (merit only)	17-FIRE-R5SPNG-DZAFMH-89G	1 - Upper Lake, CA
Asst IHC Superintendent (Hotshot Captain) GS-0462-07/08 (merit only)	17-FIRE-R5SPNG-IHCAST-78G	1 - Upper Lake , CA
Fire Engine Operator GS-0462- 07 (merit only)	17-FIRE-R5SPNG-FEOH-7G	1- Upper Lake, CA
Fire Engine Operator GS-0462-07 (merit only)	17-FIRE-R5SPNG-FEOH-7G	1- Covelo, CA
Assistant Fire Engine Operator GS-0462-06 (merit or demo)	17-FIRE-R5SPNG-AFEO-6G & DP	1 - Covelo, CA
Assistant Fire Engine Operator GS-0462-06 (merit or demo)	17-FIRE-R5SPNG-AFEO-6G & DP	1 - Stonyford, CA
Dispatcher GS-0462-07 **see note 4** (merit or demo)	17-FIRE-R5SPNG-IADSP-5/6/7G & DP	1 – Willows, CA

CONTACT INFORMATION:

Vacancy contacts for Upper Lake and Covelo:

Terry Nickerson	DFMO DIV 4	(707) 275-1441	tnickerson@fs.fed.us
Reymundo Reyes	Elk Mtn. Supt (Upper Lake)	(707) 275-1448	reymundoreyes@fs.fed.us
William Marcks	Engine Capt. 45 (Upper Lake)	(707) 275-1453	wmarcks@fs.fed.us
Fred Burrows	Engine Capt. 52 (Covelo)	(707) 983-6400	fwburrows@fs.fed.us
Conroy Coleman	Engine Capt. 53 (Covelo)	(707) 983-8522	conroycoleman@fs.fed.us
Frank Aebly	Upper Lake District Ranger	(707) 275-1401	faebly@fs.fed.us

Vacancy contacts for Stonyford:

Donovan Lee	DFMO DIV 3	(530) 934-1270	donovanlee@fs.fed.us
Stephanie Gleason	Engine Capt. 333 (Stonyford)	(530) 963-1320	sgleason@fs.fed.us
Joe Aragon	Grindstone District Ranger (Acting)	(530) 934-1250	jwaragon@fs.fed.us

Vacancy contact for Willows:

Germaine Burrows	Mendocino Dispatch Center Manager (Willows)	(530) 934-1120	gburrows@fs.fed.us
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Position that *may* become vacant and require immediate backfill:

Series	Official Position Title / Specialty	Grade	Announcement Number To be Determined (TBD)	3/ FS-FPM Minimum NWCG Qualifications
				3/ IFPM Selective Placement Factors
Assistant District Fire Management Officer (ADFMO)				
462	Supv Frstry Techncn / Wildland Fire Ops Specialist (demo only)	8/9	17-FIRE-R5SPNG-DZAFMH-89G	Pathway 1 DIVS & ICT3 or RXB2 Pathway 2 ASGS & ICT3
DISPATCH				
462	Frstry Techncn (Dispatcher) / Asst Center Manager (merit only)	8/9	17-FIRE-R5SPNG-IADSP-89G	EDSD & 90 days Wildland Firefighting operations experience
462	IA Dispatcher / Initial Attack **see note 4** (merit or demo)	5/6/7	17-FIRE-R5SPNG-IADSP-567G & DP	90 days Wildland Firefighting operations experience
2151	Dispatcher (All Hazard) **see note 4** (merit or demo)	5/6/7	17-FIRE-R5SPNG-IADSP-567G & DP	-----
FUELS				
401	Fire Mgmt Specialist (Prescribed Fire and Fuels) (merit only) **See Note 5**	9	17-FIRE-R5SPNG-DFUEL-9G	RXB2 & ENGB or CRWB or HMGB or FELB or HEQB
462	Frstry Techncn (Fuels) / Fuels Specialist AFMO (merit only) **See Note 5**	8/9	17-FIRE-R5SPNG-DFUEL-89G	RXB2 & ENGB or CRWB or HMGB or FELB or HEQB
462	Frstry Techncn (Fire) / District Fuels Techncn (merit only)	6/7	17-FIRE-R5SPNG-DFUEL-67G	FFT1 & ICT5

ENGINE				
462	Supv Frstry Techncn (Fire Engine Operator) / SFEO (merit only)	7/8	17-FIRE-R5SPNG-SFEOH-78G	ENGB & ICT4
462	Fire Engine Operator (FEO) (merit only)	7	17-FIRE-R5SPNG-FEOH-7G	ENGB & ICT5 & S-211
462	Lead Frstry Techncn / (AFEO) (merit or demo)	6	17-FIRE-R5SPNG-AFEO-6G & DP	FFT1 & S-290
HAND CREW (HIGH RATED)				
462	Supv Frstry Techncn (Handcrew) (merit only)	7/8	17-FIRE-R5SPNG-HCREW-78G	CRWB & ICT5
462	Frstry Techncn (Handcrew) / Asst Supv (merit only)	7	17-FIRE-R5SPNG-HCREW-7G	FFT1 or ICT5
462	Lead Frstry Techncn (Hotshot / Handcrew) (merit only)	6	17-FIRE-R5SPNG-HCREW-6G	FFT1 & S-290
HELITACK				
462	Supv Frstry Techncn (Helitack) / Supervisor (merit only)	9	17-FIRE-R5SPNG-HLTKMGR-9G	HEB2 & ICT4
462	Supv Frstry Techncn (Helitack) / Asst Supervisor (merit only)	7/8	17-FIRE-R5SPNG-HLTKAST-78G	HMGR & ICT4 & HEB2(t)
462	Frstry Techncn (Helitack) / Squad Leader (merit only)	6/7	17-FIRE-R5SPNG-IHCSQL-67G	HECM & ICT5 & FFT1
HOTSHOT				
462	Supv Frstry Techncn / IHC Superintendent (merit only)	9	17-FIRE-R5SPNG-IHCSUPT-9G	TFLD & ICT4 & FIRB
462	Supv Frstry Techncn (Fire) / Asst Superintendent (merit only)	7/8	17-FIRE-R5SPNG-IHCAST-78G	STCR or TFLD & ICT4
462	Frstry Techncn (Squad Leader) (merit only)	6/7	17-FIRE-R5SPNG-IHCSQL-67G	FFT1 & ICT5
PREVENTION				
462	Supv Frstry Techncn (Prevention) (merit only) **see note 6**	8/9	17-FIRE-R5SPNG-PREV-89G	-----
462	Frstry Techncn (Prevention) / Non supervisory (merit only) **see note 6**	8/9	17-FIRE-R5SPNG-PREVNS-89G	-----
462	Frstry Techncn (Prevention) / Prev & Initial Attack (merit only) **see note 7**	6/7	17-FIRE-R5SPNG-PREV-67G	-----
AIR TANKER BASE				
462	Frstry Techncn (Airtanker Base) / Manager (merit only)	8/9	17-FIRE-R5SPNG-AIRTNK-89G	-----
462	Forestry Technician (Airtanker Base) (merit only)	8	17-FIRE-R5SPNG-ATARTNK-8G	-----
462	Frstry Techncn (Airtanker Base) / Ramp Manager (merit only)	6/7	17-FIRE-R5SPNG-AIRTNK-67G	-----
DOZER				
5716	Engineering Equipment Operator / Fire Dozer (merit or demo)	10	17-FIRE-R5SPNG-EQOPTR-10G & DP	-----
462	Dozer Assistant (merit or demo)	6	17-FIRE-R5SPNG-DZASST-6G & DP	-----
AVIATION				
462	Frstry Techncn (ATGS) (merit only)	8/9	17-FIRE-R5SPNG-ATGS-89G	-----
SMOKEJUMPERS				
462	Supv Frstry Techncn (Smkjmpr) / Asst Manager (merit only)	8/9	17-FIRE-R5SPNG-SMKJPR-89G	-----

462	Frstry Techncn (Smkjmpr) / Spotter (merit only)	7/8	17-FIRE-R5SPNG-SMKJPR-78G	-----
462	Smkjmpr Squad Leader (merit only)	7	17-FIRE-R5SPNG-SMKJPR-7G	-----
462	Smkjmpr (merit only) **see note 8**	5/6	17-FIRE-R5SPNG-SMKJPR-56FS	-----
** NOTES **				
1	Not all announcements are being filled both Merit and Demo.			
2	Firefighter Retirement Coverage are identified as Primary or Secondary. Ask if you are unsure.			
3	Applicants must meet FS-FPM Minimum NWCG Qualifications and IFPM Selective Placement Factors to qualify for consideration for these positions. Applicants do not need to be "Current" in their NWCG qualifications to qualify for consideration for these position, applicant must obtain "currency" within one year of hire.			
4	Position can be selected as a 5, 5/6/7 or 6/7 developmental or full performance 7.			
5	Forests need to ensure they are recruiting and filling for the appropriate GS-9 fuels position. The GS-0401 Fire Mgmt Specialist should be used if the primary purpose of the position is to perform NEPA/vegetation management analysis duties. The GS-0462 Frstry Techncn (Fuels) should be used if the primary purpose of the position is managing the district fuels program and does not have preponderance of duties in NEPA/vegetation management analysis.			
6	Forests need to ensure they are recruiting and filling for the appropriate supervisory or non-supervisory GS-9 prevention position. Applicants should be aware of the appropriate announcement they should apply to.			
7	Position can be selected as a 6/7 developmental or as a full performance 6 or 7. No selections will be made at the 5 level.			
8	The Merit Announcement for the smokejumper 5/6 will end in a "FS" and not the normal "G" as it will be a Forest Service Wide announcement.			

****This announcement constitutes 30 days advance notice for drug testing****

Dates to remember!

Vacancy Opening and Closing Date: February 13- February 22, 2017

Applicants must complete the application process and submit all required documents electronically by 11:59 p.m. Eastern Time (ET), August 25, 2016, for any announcement applicable to PSW Fire Hire.

Selection Timeline:

Representatives from each forest in Region 5 will make recommendations for hiring. Applicants selected this week will be notified by a Forest Recommending Official by phone.

Earliest Effective Date:

This is the first possible starting date (excluding drug testing and/or transfer of station). A later effective date may be negotiated with supervisor.

How to Apply

Please use the announcement numbers starting with 15-FIRE-R5FALL when searching. If applying to the merit vacancy announcement, Applicants will need to perform the following steps to retrieve the announcement:

1. Go to <https://www.usajobs.gov>.
2. Enter the merit vacancy announcement number into the entry field located mid-page entitled: "Keyword"

3. Click "Search" button after entering location of choice.
4. Located within the box to the left entitled: "Who May Apply" click on the circle to the left of "Federal Employees". This will cause the merit vacancy announcement to appear in the list of results.

Individuals interested in applying to positions under Fire Hire will be utilizing eRecruit through USAJOBS. Forest Service employees applying to any Regional announcement must have a USAJOBS profile created before applying for a position in eRecruit. Information entered into the USAJOBS profile will carry over to eRecruit and avoid duplicate data entry. Additional information on eRecruit or USAJOBS can be found by going to <http://fsweb.asc.fs.fed.us/hrm/erecruit/> and www.usajobs.gov.

Positions are identified as Interagency Fire Program Management (IFPM) and Forest Service Fire Program Management (FS-FPM), which are subject to IFPM Selective Placement Factors or FS-FPM Minimum Qualification Standards. These requirements are made up of primary core, secondary core and additional required training as outlined in the US Forest Service Standard Position Description Crosswalk. The following website can be referenced for additional information: <http://www.fs.fed.us/fire/management/ifpm/crosswalk.pdf>

- Applicants applying to positions requiring IFPM and/or FS-FPM must submit a recent copy of their Incident Qualification and Certification System (IQCS) or (IQS) Master Record or equivalent documentation that contains documented 3rd party proof of the NWCG Qualification or Additional Required Training requirement. If the IQCS or IQS Master Record cannot be obtained (or is not used in the case of private sector), the applicant must submit documentation that shows the applicant has attained the required NWCG Qualifications and Training. Submitted documentation must include 3rd party certification (e.g., signature of the certifying official's name, title, contact information, and date of certification). Proof of NWCG qualification includes documentation such as:
 - Copy of Position Task Book (PTB) certification page (page 2 only of the PTB) that has been signed and dated by the applicant's certifying official or,
 - Screen capture from the IQCS or IQS database showing certification of the required NWCG qualification (i.e., "Incident Qualification Card" tab, "Competency Evaluation" tab, "Qual Card Summary" tab, or "Current Competencies" tab, etc.) AND,

Proof of required NWCG training (if applicable), such as:

- Copy of the required training certificate that is signed and dated by the Lead Instructor or Course Coordinator or,
- Copy of the course completion letter that is signed and dated by the course coordinator that shows successful completion of the NWCG course or,
- Screen capture from IQCS database or IQS showing attainment of the required training (i.e., "Student Training Summary" tab, "Competency Evaluation" tab, "Responder Training" tab, "Current Competencies" tab, etc.).

Applicants with expired NWCG qualifications are still eligible to apply; however, they must attach the above documentation that proves that at one time they were certified in the required NWCG qualification(s) (i.e., expired qualification due to expiration of Work Capacity Test (WCT) or refresher, or expired due to lack of position performance currency).

Failure to provide the requisite documentation could result in disqualification.

Applicants must complete the application process and submit all required documents electronically by 11:59 p.m. Eastern Time (ET), August 25, 2106, for any announcement applicable to PSW Fire Hire.

- During the recommendation and selection sessions, PERM positions (GS-6-9 & WG-10) vacated as a result of the incumbent promoting will be backfilled immediately. Applicants must understand that when they accept a new position under Fire Hire, declining at a later date may not be an option as their vacated position may no longer be available. Individuals should apply to all positions and locations of interest by the deadlines, whether currently vacant or filled. All Fire Hire positions are listed on the Pacific Southwest Region “Current Vacancies” website at: <http://famcat.us/trackingdb/>. This website provides useful information for applicants including;
 - a. A link to the correct announcement(s) in USA Jobs (Merit and Demo), along with the city to be used on the application (not all announcements will be Merit and Demo),
 - b. Details on location, grade, and supervisor are provided, including a map of the approximate base location of positions,
 - c. A listing of current filled and vacant positions.

This website data is refreshed nightly at 9:00 PM, Pacific Time with the most current data available from all Forests.

Please read the entire announcement and all the instructions before you begin.

You must complete the application process and submit all required documents electronically by 8:59 p.m.PT for the Region 5 Fire Hire’s closing date of **February 22, 2017.**

Step1 – Create a USAJOBS account (if you do not already have one) at www.usajobs.gov. It is recommended that as part of your profile you set up automatic email notification to be informed when the status of your application changes. If you choose not to set up this automatic notification, then you will have to log into your USAJOBS account to check on the status of your application.

Step 2 - Create a Resume with USAJOBS (Resume Builder) or upload a Resume into your USAJOBS account. You may want to customize your resume to ensure it documents duties and accomplishments you have gained that are directly related to this position in order to verify that qualifications are met. In addition, your resume must support your responses to the online questionnaire (you may preview the online questionnaire by clicking on the link at the end of the How You Will Be Evaluated section of the job announcement).

Step 3 - Click "Apply Online" and follow the prompts to complete the Occupational Questionnaire and attach any and all additional documents that may be required.

You can update your application or documents anytime while the announcement is open. Simply log into your USAJOBS account and click on "Application Status." Click on the position title, and then select "Update Application" to continue.

Any edits, changes, or additional attachments done after September 11th will not appear in your printed application for Region 5 Fire Hire.

REQUIRED DOCUMENTS:

The following documents must be submitted to constitute a complete application package. It is your responsibility to ensure that all required documents are received within the required timeframes. Our office cannot be responsible for incompatible software, illegible fax transmissions, delays in the mail service etc. Failure to submit required, legible documents will result in elimination from consideration.

- 1. Resume** that includes the following information: 1) job information for which you are applying; 2) personal information; 3) education; 4) work experience; and, 5) other qualifications
- 2. IQCS Master Record** – This is a mandatory document if you are a current or former permanent Federal employee applying to the vacancy announcement number that ends with a **G** (merit). If you are not a current or former permanent Federal employee and are applying to the vacancy announcement number that ends with **DP** (demo), you must attach all documentation to verify your qualifications for each position you are applying for.
- 3. College Transcripts** if education is required for meeting basic qualifications and/or you are substituting education for specialized experience. An unofficial copy is sufficient with the application; however, if selected, an official college transcript will be required.
- 4. SF-50 Notification of Personnel Action** if you are a current or former Federal employee that will verify your federal status, position title, series and grade. FSA County employees must provide the most recent Notification of Personnel Action (Form SF-50-B or FSA-50) that verifies permanent status. Also provide the SF-50 that reflects the highest grade level held on a permanent basis or the full performance level of your current position, whichever is higher.
 - Applicants eligible under the **Land Management Workforce Flexibility Act (LMWFA)** must submit documentation of more than **24 months of service** with their application. “Required documentation” **includes first and last SF-50 for each appointment AND documentation of successful performance for each appointment.** Applicants are encouraged to combine all required documents into one or more files and scan for uploading into the application. Each file must not exceed 3MB. Grouping documents into files will simplify the application process. Failure to submit required documentation will result in loss of consideration.
- 5. Annual Performance Appraisal** if you are a current Federal employee. Submit the most recently completed annual performance appraisal (dated within 18 months) which identifies the employee's official rating of record, signed by the supervisor, or a statement advising why the performance appraisal is unavailable. Do not submit a performance plan.
- 6. DD-214 (Member 4 Copy) and/or SF-15 Application for 10-point Veteran Preference** if claiming Veterans' Preference or eligibility for appointment under the VRA, VEOA, or 30% Disabled Veterans hiring authority.
- 7. Certification of Disability if you are eligible for appointment based on a disability under the Schedule A hiring authority.** This certification can be documented by a counselor from a State Vocational Rehabilitation Agency or the Vocational Rehabilitation and Employment Service of the Department of Veterans Affairs; by a statement or letter on a physician/medical professionals' letterhead stationary; or by statements, records, or letters from a Federal Government agency that issues or provides disability benefits. The certification must verify the applicant has a severe disability, is eligible under a Schedule A appointment authority, and he or she is able to perform the essential duties of the position. The certification must also describe any needed reasonable accommodation. You can review additional information at: <https://www.opm.gov/disability/appempl.asp>.
- 8.** If you are eligible for appointment based on service in the Peace Corps, Vista, Action Cooperative, or another special authority, submit proof of eligibility.
- 9. CTAP/ICTAP** documentation if separated from Federal service or pending separation based on a reduction in force (RIF) or other management workforce reduction action. Proof of eligibility must include a separation notice or Certificate of Expected Separation, SF-50 that documents the RIF separation action or most recent SF-50 (that is not an award), and latest performance appraisal (dated within the last 18 months) or a statement advising why one is unavailable.

AGENCY CONTACT INFO:

HRM Contact Center – Albuquerque Service Center, Albuquerque NM

Phone: 877-372-7248 Option 2

Fax: 866-338-3718

TDD: 800-877-8339

Email: fsjobs@fs.fed.us

About the Forest

The Mendocino National Forest straddles the eastern spur of the Coastal Mountain Range in northwestern California, just a 45 minute drive west of Chico, 1 hour north of the Sacramento airport and a three hour drive north of San Francisco. The Forest is 65 miles long and 35 miles across. The Forest's 913,306 federally owned acres of mountains and canyons offer a variety of recreational opportunities - camping, hiking, backpacking, boating, fishing, hunting, nature study, photography, and off-highway vehicle travel.

The Mendocino National Forest, Berryessa Snow Mountain National Monument (BSMNM) includes 197,214 acres of the Mendocino National Forest and 133,566 acres of Bureau of Land Management (BLM) land. On the Forest the Berryessa Snow Mountain Monument includes areas north of Clear Lake and Indian Valley Reservoir, extending through the Snow Mountain Wilderness and reaching northwest to the eastern boundary of the Yuki Wilderness. The Monument does not change current tactics or impact the suppression of wildfire.

All future management will continue to focus first on public and firefighter safety while taking actions to protect valuable resources. The Mendocino consists of 6 counties, and cooperates with numerous federal, state, county, and city fire agencies. Complex fire management activities and high value resources at risk from wildfire provide excellent opportunities to develop diverse wildland fire skills. <https://www.fs.fed.us/r5/mendocino/>

Community Information:

For more information about the **Willows** area, go to <http://www.glenncounty.com>.

For more information about the **Stonyford** area, go to <http://stonyfordca.org/About>

For information about the **Upper Lake** area go to <http://www.lakecounty.com/>

For information about the **Covelo** area, go to: <http://www.visitmendocino.com/north-county/towns/covelo>